

Newhaven Town Deal Board Minutes of Board Meeting

Monday 25th September 2023
12pm to 1pm via MS Teams

Chair

Chris Ketley (CK), Knill James LLP

Attendees:

Lewes District Council

- Robert Cottrill (RCot)
- Ian Fitzpatrick (IF)
- Lisa Rawlinson (LR)
- Cllr Zoe Nicholson (ZN)
- Cllr James McCleary (JM)

Newhaven Enterprise Zone

- Corinne Day (CD)

South East Local Enterprise Partnership

- Jo Simmons (JS)

Members of Houses of Parliament and Lords

- Maria Caulfield (MC), Member of Parliament
- Baroness Janet Whittaker (JW), House of Lords

East Sussex County Council

- James Harris (JH)

Secretariat (provided by Lewes District Council)

- Anna Salmon (AS)
- Bryn Mabey (BM)
- Thomas Mabey (TM)

Apologies

- Cllr Christine Robinson (CR)
- Emma Smith (ES), Department of Levelling up, Housing, and Communities
- Sarah Burge (SB), Sussex NHS Commissioners
- Ken Dry (KD), Newhaven Town Council
- Dick Shone (DS), Boutique Modern
- Ed Wills (EW), Brighton & Hove Buses
- Graham Amy (GA), Newhaven Town Council

Community, Education and Business

Representatives

- Annie Lorys (AL), Newhaven Chamber of Commerce
- Ben Anderson (BA), Crossley Anderson Real Estate
- Captain Dave Collins-Williams (DCW), Newhaven Port & Properties Ltd
- Duncan Kerr (DK), Wave Active
- Penny Shimmin (PS), Sussex Community Development Association
- Rebecca Conroy (RS), East Sussex College

Department of Levelling up, Housing, and Communities

- Nigel Stewardson (NS)

Greater Brighton Economic Board Representative

- Andy Hill (AH)

1	<p>Welcome, Introduction and Apologies</p> <p>CK welcomed all to the meeting and welcomed Jo Simmons to the Board as the new SELEP representative.</p>	
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	<p>The Chair informed the Board that the Ravilious public art trail in Newhaven has been very positively received both locally and nationally. The art trail is free and consists of four pairs of large-scale, bill-board sized artworks positioned in accessible places around Newhaven. The four Ravilious works are accompanied by contemporary interpretations of his work.</p> <p>'Following Ravillious – Newhaven Views' trail will continue until Sunday 29th October. Trail map: https://newhavenenterprisezone.com/ravilious/</p> <p>National Art Magazine article: https://artuk.org/discover/stories/following-ravilious-to-newhaven</p>	
2	<p>Minutes of Last Meeting</p> <p>The Minutes from July 13th 2023 were agreed.</p>	
3	<p>Declarations of interest</p> <p>PS made a declaration regarding the Social Enterprise Incubator project.</p>	
4	<p>Pathfinder Pilot</p> <p>AS thanked, everyone for reading the Investment Plan documents and for the feedback received.</p> <p>On 14th September 2023 the Investment Plan was submitted to DLUHC. The Plan incorporated and aggregated all the projects from the following three funding streams: Future High Streets Fund, Town Deal and Levelling Up Fund.</p> <p>Once the Investment Plan has been approved by DLUHC, the remit of the Board will be broadened to provide strategic oversight of the aggregated funding streams and renamed the Re-imagining Newhaven Board.</p> <p>All the reprofiled funding allocations that had been agreed for the Better Journeys for All Project Adjustment Request have been included in the Investment Plan.</p> <p>NS fully supports the proposed changes to the Board and acknowledged it is an exemplar Board with proven record of delivery. The assessment of the Investment Plan proposal will begin on the 2nd October.</p> <p>The 4-6-week Investment Plan assessment period may take longer due to Ministerial changes.</p>	<p>AS will be revising the Terms of Reference to reflect the expanded scope and name change</p>

	IF recommended that LDC stay in touch with the other Pathfinder Councils to share best practice.	
5	<p>Social Enterprise Incubator</p> <p>IF – LDC are working with SCDA to develop the Business Plan for the Social Enterprise Incubator project and East Sussex College Group. The Business Plan will be circulated virtually if ready before the next Board meeting.</p> <p>PS – The SCDA Board has been through due process in terms of the capital delivery of the funds and the ongoing revenue sustainability of the Business Plan. Legal and procedural issues still need to be finalised between LDC, East Sussex College Group and SCDA to finalise the Business Plan.</p>	
6	<p>Town Deal Project Updates</p> <p>Once the Investment Plan for the aggregated portfolio from the 3 funding streams has been approved by DLUHC, AS plans to expand the project dashboard to include all the projects being delivered within the Re-imagining Newhaven programme and will circulate this to the Board on a regular basis. The quarter 2 reporting period will end on 30th September and this data will form the basis of the next dashboard.</p> <p>Denton Island Slipway</p> <p>Peter Leonard Marine has decided not to proceed with the Grant Funding Agreement. Instead, the project will be delivered with private funding and will continue the discussions with Newhaven Port & Properties regarding the lease directly.</p> <p>Community and Enterprise Hub</p> <p>On 5th September, the Newhaven Town Council Full Council resolved to withdraw its sponsorship of the Community and Enterprise Hub project. This is the project which was seeking to renovate the 1st floor of the library building on the High Street.</p> <p>LDC were made aware of both these projects not being delivered in time to include this in the modelling for the Pathfinder Pilot Investment Plan.</p> <p>Wayfinding</p> <p>The aggregated portfolio has provided an opportunity to combine the two wayfinding projects which were being delivered by different funding streams, FHSF and TD funding. The new combined project will be called Newhaven Wayfinding and Public Realm Improvements.</p>	

<p>Guy is currently working with the South Downs National Park Authority and ESCC to improve wayfinding to and from The Egrets Way.</p> <p>The quick win projects are currently being designed by our appointed landscape architect. The three projects are:</p> <ul style="list-style-type: none"> • south side of the Bridge Street pedestrian crossing • south of Chapel Street underpass • Meeching Road crossing. <p>The street cleaning equipment will be purchased following the successful bid to the Chewing Gum Task Force Grant. This new machinery will be used around the town centre to clean surfaces (it's not just about removing chewing gum).</p> <p>The larger works that are planned over the next 2 years include:</p> <ul style="list-style-type: none"> • West Quay • Town Centre – aiming to declutter and revitalise gateways into the Town Centre and improve public spaces. <p>There are plans to continue on from Towner's Ravilious event by holding a separate Mural Festival.</p> <p>Guy will attend the November Board meeting and provide a full update.</p> <p>Business grants</p> <p>The programme continues to be a big success and has been very well received. In September the focus of the programme has shifted from getting many businesses through the application stage to helping those complete their projects and spend the funding. The first funding claims should be made in the next few weeks.</p> <p>The Grant is up to £15,000 with an average grant totalling £11,901.</p> <p>There are 22 business in the programme and 4 on the waiting list. 1 grant has been claimed. 15 applications have been approved and 6 applications are being appraised.</p> <p>The programme is currently forecasting 19 full-time equivalent jobs will be created.</p> <p>By November most of the business would have purchased their equipment and members of ESCC who are administering the programme will be attending the Board meeting to present a full update.</p> <p>Eastside Rec Ground</p> <p>The Town Council are in the process of getting an accurate figure for the potential cost involved with the mitigation and protection of the Great Crested Newts. The costs associated with delivering this project are likely to increase. Ken will be able to provide a full update at the next Board meeting.</p>	
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<p>Fort Road Rec</p> <p>Planning is not required for this project, but a lawful development certificate will be applied for. The Fort Road layby is likely to be adopted by ESCC to enable parking restrictions to be put in place to alleviate the issues with untaxed and uninsured vehicles using the layby.</p> <p>The appointment of Structural, Civils, Mechanical Electrical Plumbing and QS Consultants is progressing. The draft legal contracts have been sent out to all parties. The team of consultants will carry out design studies and costing exercises and by the end of this stage (which is RIBA Stage 3) all architectural and engineering information will be collated to inform RIBA Stage 4.</p> <p>The project is still on track to start construction next year.</p> <p>Newhaven Fort</p> <p>DK – currently on track to go out to tender for a principal contractor for enabling works in early October with appointment confirmed by the end of 2023. The Fort will close to casual visitors at the end of October but will remain open for school groups and other pre-arranged bookings until the end of February 2024. Works are scheduled to start on site March 2024 with the enabling phase and subsequent fit-out contractors on site until the end of 2024. Scheduled to re-open to visitors in February half term 2025. Until tenders are confirmed it is impossible to tell if any aspects of the proposed scope will be omitted/permitted however it is acknowledged there has been significant pressure on construction and labour costs since the initial scope was developed.</p> <p>Ferry Terminal</p> <p>DCW – Delays to the cladding being finished had been caused by issues with the windows sub-contractor. This has now been rectified.</p> <p>Works continue on the canopies, air conditioning and signage.</p> <p>The first floor refurbishment created four new offices. Office number one is already occupied by Euro-Channel Logistics and have expanded out into another office. Companies taking on offices three and four will begin occupation in April 2024. At present, office number two is still vacant.</p> <p>Completion of external and internal works by the end of October 2023.</p> <p>NS - As the projects come to the end of their delivery, please let DLUHC know if there's any projects an MP or Secretary of State should visit.</p>	
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	CK – BM has joined the NTD Board as Communication Advisor to help communicate project milestones across the portfolio.	
7	<p>DLUHC Project Updates</p> <p>NS – Focus is on developing the next round of Levelling Up Funding Round 3. Jacob Young is the new parliamentary under-secretary of state for DLUHC.</p>	
8	<p>Date of Next Meeting</p> <p>Monday 27th November 10-11.30am</p>	
9	<p>Any Other Business</p> <p>MC – explained about the setting up of Newhaven Fishing CIC that includes Cllr Nicholson, Cllr Carr, Wendi Goodsell and David Guy fishing representatives. She thanked IF, LR and the team for their work. The CIC plans to reinvest some of the funding that comes from the West Beach Promenade restaurant for the benefit of fishermen. Also, there's a new Fish Processing Plant being set up on the Oak Estate, New Road. LDC will be funding ML5 Health Checks for 20 fishermen who require the certifications to go out to sea before the 30th of November.</p> <p>IF – East Sussex College will imminently commence their curriculum at the Marine Workshops. King and McGaw have also started operating from the building. There has been an art exhibition taking place at weekends for the past month.</p> <p>The second phase of building will include the café on the ground floor and other unallocated spaces.</p> <p>RC –14 marine scientists will move over to the Marine Workshop and will be planning a launch of the new East Sussex College provision for local schools and the local community. The College will also be looking to promote marine engineering and building links with local employers.</p> <p>IF –Newhaven Square - preliminary selection is complete and a series of construction engagement meetings will be held over the next month to check costings. In relation to costs ZN and MC are working with us to have a positive conversation with health in relation to the values, particularly of the GPs and how the District Valuer assesses the site. Contractors should be on site in the next month.</p> <p>CD – Community celebration event took place on the 6th of September at the Sidings. The event celebrated everything that had been achieved in Newhaven over the last 5+ years. The event transitioned from the Marine Workshops to the Sidings which attracted 150 people consisting of artists, people outside of Newhaven, community partners, and</p>	

	school/college representatives. This was a great opportunity to show how the Sidings could be used.	
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